



Timetable for Admission Appeals

We go to great lengths to ensure that our admissions system is fair and that all relevant policies and procedures are followed rigorously throughout the process. However, parents/carers of children who are not offered a place have the right to appeal under legislation produced by the Department for Education (DfE). If a parent/carer wishes to appeal the refusal of a place at The Tiffin Girls' School, they should email the admissions office requesting an appeal form. The admissions office email address is admissions@tiffingirls.org. The appeals process is the same for Year 7, In Year and Sixth Form admissions.

Please note that the fullest explanation of the school's admissions processes and the basis on which places are offered can be found in the admissions policy here: [Admissions Policy 2025](#)

Please think carefully about whether to appeal the refusal of a place at The Tiffin Girls' School. To admit a child who has not met the required standard for entry, or not to adhere to our oversubscription (selection) criteria, is incompatible with our admissions policy. Note that the waiting list and the appeal process are completely separate. Making an appeal will not affect your child's position on the waiting list.

Surrey Schools Appeals Service organises the appeals for The Tiffin Girls' School. Appeals will not start being heard until after the closing date has passed.

For entry to Year 7 in September 2025

3 March 2025 – National Offer Day

Your local authority will inform you of the outcome of your application for a secondary school place after 5.00pm on 3 March 2025. (Please be aware that this is only the start of an ongoing period when offers are made and further offers of secondary school places are made in the coming months).

31 March 2025

Appeal forms must be lodged with Surrey Schools Appeals Service by 31 March 2025 (this is the closing date). You can enclose supporting evidence with the appeal form and this is explained in the form.

Appeals lodged after the closing date will be heard within 40 school days of the appeal deadline or 30 school days of being lodged, whichever is the later date. Appeals are not heard in school holidays.

Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing. Appellants will be sent a copy of the school's case normally a week in advance of the hearing.

Appellants must ensure that any further evidence not included with their initial appeal is received by the stated deadline, which will be clearly highlighted in the appeal hearing notification letter. Any additional evidence or information received after this date might not be considered at the appeal hearing.

18 June 2025

Appeals will be heard by the appeal panel by 18 June 2025 (40 school days).

Surrey Schools Appeals Service will inform appellants of the outcome of their appeal as soon as possible after all the appeal hearings have been heard. A brief outcome letter will be followed by a more detailed letter giving the reasons for the panel's decision usually within 5 school days of the last appeal hearing.

In Year or sixth form appeals

Appeals resulting from in year admission applications or sixth form applications will be heard within 30 school days of the appeal being lodged.